

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
July 7, 2010**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:04 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Henrico, Virginia.

MEMBERS PRESENT: Judith E. Piersall, R.N., B.S.N., Chairperson
Patricia C. Lane, R.N., B.S.N., MBA, HCA

STAFF PRESENT: Jay P. Douglas, RN, MSM, CSAC, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Jessica C. Ressler, R.N.C., M.S.N., Nursing Education Consultant
Laura L. Mueller, Administrative Assistant

OTHERS PRESENT: Dr. Raul Garza, President, Sanford Brown College
Stephanie Holaday, DRPH, MSN, CNE, Sanford Brown College
Dr. Rebecca Jones, National Director, Sanford Brown College
Elaine J. Beaupre, RN, CNE, Coordinator of Nursing Programs, J. Sargeant Reynolds Community College
Cynthia Huguley, Westminster Canterbury, Richmond

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Announcements

- Retirement of the following Program Directors: Mildred Owings, Patrick Henry Community College; Gloria Hildebrand, Valley Vocational Technical Center; and Charlene Morrow, Prince William County Schools.
- REDD Educational Institute Practical Nursing Education Program has voluntarily closed their program.
- Gee's Career Institute Practical Nursing Education Program is unable to obtain any Obstetric clinical experiences.

NCLEX Survey Visit

Mountain Empire Community College – Practical Nursing Education Program, Big Stone Gap

Brigitte Castell, RN, Program Director was in attendance.

Ms. Douglas left the meeting.

At 9:44 a.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Mountain Empire Community College Practical Nursing Education Program in Big Stone Gap.

Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:58 a.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Continue the program on conditional approval and provide the following to the Board within 30 days:

1. A revised position description for the faculty that includes all the requirements of the regulation regarding faculty functions [**18VAC90-20-90.C**];
2. Documentation of where the NCLEX pass rate is posted for students, prospective students, and the public to review [**18VAC90-20-110.C.14**];
3. An evaluation tool developed to evaluate the full-time and part-time theory and clinical faculty. Include a policy that ensures that all faculty, theory and clinical, are evaluated [**18VAC90-20-70.C.3**];
4. Documentation that when students study in the classroom that there is clinical correlation at that time [**18VAC90-20-120.B.1**]; and
5. A 1-page curriculum plan that clearly shows the online courses as well as the traditionally taught courses. Include syllabi for all courses taught, both online and classroom [**18VAC90-20-140.A.3**].

Additionally,

6. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and
7. The Board will review these documents and the 2010 NCLEX-PN pass rate at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.B**.

Continued Approval Survey Visit

Eastern Mennonite University – Baccalaureate Degree Nursing Education Program, Harrisonburg

Arlene Wiens, RN, Chair was in attendance.

At 10:08 a.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Eastern Mennonite University Baccalaureate Degree Nursing Education Program in Harrisonburg.

Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:18 a.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Grant full approval to this pre-licensure RN education program and
2. The next survey visit will be scheduled for 2018.

NCLEX Survey Visit

ECPI College of Technology (now Skyline College) Practical Nursing Education Program, Roanoke

Peggy Valentine, RN, Director of Nursing and Walter Merchant, Campus President were in attendance.

At 10:51 a.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of ECPI College of Technology (now Skyline College) Practical Nursing Education Program in Roanoke. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:09 a.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Continue the program on conditional approval and provide the following to the Board within 30 days:

1. A current curriculum plan accompanied by a letter from the program director attesting that all ECPI–Roanoke (now Skyline College) practical nursing students do receive 400 direct client care clinical hours. That curriculum plan shall show the number of theory hours, the number of skills lab hours, the number of observational hours, the number of clinical hours, and the number of simulation hours if used in lieu of clinical hours for each course;
2. Copies of faculty/committee meeting minutes that reflect the use of the systematic plan of evaluation for total program review;
3. Copies of current contract for clinical experiences for OB and Pediatrics;
4. Course objectives for patient abandonment and trends in nursing;
5. Position descriptions for the program director, the classroom instructor and the clinical instructor that reflect the requirements of the regulations;

Additionally,

6. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and
7. The Board will review these documents and the 2010 NCLEX-PN pass rate at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.B.**

Initial Approval Survey Visit

Medical Careers Institute of ECPI College of Technology, West –
Associate Degree Nursing Education Program, Richmond

Tammy Colatruglio, RN, Interim Director, Sharon Farrenkopl, Associate Dean of Nursing and Edward Rito, President were in attendance.

At 11:47 a.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Medical Careers Institute of ECPI College of Technology, West Associate Degree Nursing Education Program in Richmond. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:04 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The following **requirements are not met** by this pre-licensure associate degree nursing education program:

1. **[18VAC90-20-120.B.5.c]** – Prevention of patient abuse, neglect and abandonment.
In NUR 162, Concepts of Nursing I, this requirement is mentioned in the course overview objectives (#9) but is not seen in any of the unit module objectives or content area;
2. **[18VAC90-20-130 E.]** – Written agreements with cooperating agencies shall be developed, maintained and periodically reviewed.
The agencies listed below must have their contracts amended to state “Registered Nurse Education Program” or “ADN Program.” The language still has “practical nurse program” in the body of the following contracts:
 - Glenburnie Rehabilitation and Nursing Center
 - John Randolph Medical Center
 - Lucy Corr Village (contract is also out of date – expired January 3, 2010.
 - Kindred Hospital
 - Hopewell Health Care and Rehabilitation Center
 - Masonic Home of Virginia
 - The Virginia Home
 - Henrico Health Care and Rehabilitation Center
 - Patient First
 - Sentara Careplex;
3. **[18VAC90-20-90). A.3.]** – The program director and each member of the nursing faculty shall maintain professional competence through such activities as nursing practice, continuing education programs, conferences, workshops, seminars, academic courses, research projects and professional writing.

For the following faculty, documentation is needed for current C.E.U.s obtained in their present employment area:

Tracey Avery-Geter

Janet Blackwood

Linda Freeman

Trae Thibodeau

Eileen Ganhewa

Rachel Livingston

Dawn Pereira

Laurie Pierce

Sharon Shepherd
Bearna Seabrook
Stacy Taylor
Christina Thomas
Jessica Hardy;

4. **[18VAC90-20-130.C]** – Classrooms, conference rooms, laboratories, clinical facilities and offices shall be sufficient to meet the objectives of the nursing education program and the needs of the students, faculty, administration and staff.

[18VAC90-20-120B.1] – Didactic content and supervised clinical experience in nursing encompassing the attainment and maintenance of physical and mental health and the prevention of illness for individuals and groups throughout the life cycle and in a variety of clinical settings.

Student evaluations document the lack of clinical facilities needed to accomplish the objectives of the nursing program. (See **Appendix J** of report);

5. **[18VAC90-20-96B]** – Faculty members or preceptors providing supervision in the clinical care of patients shall be responsible and accountable for the assignment of patients and tasks based on their assessment and evaluation of the student's clinical knowledge and skills. Supervisors shall also monitor clinical performance and intervene if necessary for the safety and protection of the patient.

As reported from the clinical agency to the Board representative, three incidences seen in this report document lack of clinical supervision and/or knowledge by the faculty member; and

6. **[18VAC90-20-90.B.2.]** – When students are giving direct care to patients, the ratio of students to faculty shall not exceed 10 students to one faculty member, and the faculty shall be on site solely to supervise students.

As reported from the clinical agency, the instructor, an employee of the facility, was on duty that day at the hospital and also had students doing their clinical experience at the same time.

Action: Recommend:

1. Grant continued provisional approval to this associate degree nursing education program with quarterly reports for the next 4 quarters;
2. The quarterly reports will be due October 1, 2010; December 15, 2010; April 1, 2011; and June 15, 2011 and should reflect the current state of this associate degree nursing education program-number of students enrolled in each cohort, the progress toward graduation, a clinical site roster, a faculty summary, current contracts for "clinical experiences throughout the life cycle;" **[18VAC90-20-120.B.1]**
3. The above requirements not met must be addressed and their resolution submitted to the Board within 15 days; and

4. Submit to the Board the response to the recommendations for program improvement within the next 30 days.

The following **suggestions** are made for program improvement:

1. The administration may wish to convert "Interim" to permanent position of the Program Director to portray more stability within the program;
2. The Interim Program Director and Administration may wish to develop strategies for faculty retention;
3. The Interim Program Director will need to increase supervision of clinical faculty by having the course coordinator increase methods of communication, orientation, and continual mentoring of clinical instructors;
4. The Interim Program Director and Faculty need to develop a skills performance sheet showing all skills the student has had in clinical as well as didactic preparation to be given to the Preceptor in the NUR 271 Dimensions of Nursing course;
5. The Program Director shall present a schedule to the Board with the name of the course, the clinical agency to be used along with the number of students in that clinical section. This schedule shall be "mapped out" for three months in advance of the scheduled clinical experience; and
6. Due to the shortage of full-time faculty and the difficulty with finding clinical sites for these numbers of students, it may be in the best interest of this program to decrease the quantity of students being admitted in order to increase the quality of the program until the faculty has stabilized and more acute-care clinical sites are available.

Provisional Approval to Establish a Nursing Education Program

Germanna Community College – Hybrid Associate Degree Nursing Education Program, Locust Grove

Mary Gilkey, Director of Nursing, Karen Mittum, Lab and Clinical Coordinator, Jenelle Jacobs, RN, Faculty were in attendance.

At 12:28 p.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Germanna Community College – Hybrid Associate Degree Nursing Education Program in Locust Grove. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:35 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Upon receipt and approval of the following documentation, grant provisional approval;
2. Within 15 days, provide to the Board a revised syllabus for Dimensions of Professional Nursing (NUR 254 H1);
3. Within 15 days, provide to the Board clinical objectives for all clinical courses and revised course descriptions to reflect that the course integrates Pediatrics and/or Mother/Baby and/or Nutrition;
4. Within 15 days, provide the programs curriculum plan;
5. A site visit is not required as this community college and its campus labs were surveyed in April 2009;
6. The authority to advertise and admit students is not granted; and
7. The first quarterly report is due October 1, 2010.

Ms. Douglas returned to the meeting.

Meeting adjourned at 12:30 p.m.

Meeting reconvened at 1:10 p.m.

NCLEX Survey Visit

Hampton University – pre-licensure Baccalaureate Degree Nursing Education Program, Hampton

Arlene J. Montgomery, RN, Dean and Hilda M. Williamson, RN, Assistant Dean were in attendance.

At 1:35 p.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Hampton University pre-licensure Baccalaureate Degree Nursing Education Program in Hampton. Additionally, she moved that Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:45 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Continue the program on conditional approval and provide the following to the Board within 30 days:

1. A revised position description for the Program Director that meets the requirements of the Board of Nursing regulation **18VAC90-20-70.C.2.3**;
2. A revised position description for the adjunct faculty that meets the requirements of Board of Nursing regulation **18VAC90-20-90.C.1-5**;
3. Documentation of professional competency activities for those ten faculty members whose names are listed in the attached report; and
4. An updated contract between Hampton University and Eastern State Hospital.

Additionally:

5. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and
6. The Board will review the progress report and the 2010 NCLEX-RN pass rate for this nursing education program at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.B**.

Ms. Douglas left the meeting.

NCLEX Survey Visit

Eastern Shore Community College – Practical Nursing Education Program, Melfa

Linda H. Pruitt, RN Director was in attendance.

At 1:55 p.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Eastern Shore Community College Practical Nursing Education Program in Melfa. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 2:03 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Continue the program on conditional approval;
2. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and

3. The Board will review these documents and the NCLEX-PN pass rate at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.A.B.**

Application to Establish a Nurse Aide Education Program
HeathCare Educators, Fairfax

Jennifer Williams, RN, MS, Program Director, Mary Ann Terapane, MSN, DNSC, Consultant, and Melanie Rochon, PT were in attendance.

At 2:14 p.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of HeathCare Educators Nurse Aide Education Program in Fairfax. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

Ms. Douglas returned to the meeting.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 2:27 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend approval of the application to establish a nurse aide education program at HeathCare Educators pending a site visit and receipt of the following:

1. Specific content for Personal Care Skills, Bathing [18VAC90-25-40.A.3.a];
2. Specific objective and content for eating and proper feeding techniques [18VAC90-25-40.A.3.e];
3. Specific content for positioning and turning [18VAC90-25-40.A.3.g];
4. Specific content for providing culturally sensitive care [18VAC90-25-40.A.4.h];
5. Specific objective and content for communicating with cognitively or sensory impaired residents [18VAC90-25-40.A.5.b];
6. Specific content for demonstrating an understanding of and responding appropriately to the behavior of cognitively or sensory impaired clients [18VAC90-25-40.A.5.c];
7. More content for caring for and using prosthetic and orthotic devices [18VAC90-25-40.A.6.e];
8. Specific content for teaching the client in self-care according to the client's abilities as directed by a supervisor. [18VAC90-25-40.A.6.f];

9. "Abuse, neglect, misappropriation of client property and unprofessional conduct" are not specifically addressed in the content for legal and regulatory aspects of practice as a certified nurse aide [18VAC90-25-40.A.8];
10. Specific content for occupational health and safety measures [18VAC90-25-40.A.9]; and
11. A copy of the business license and zoning permit documentation.

NCLEX Survey Visit

New Horizons Regional Education Center – Practical Nursing Education Program, Hampton

Denese Gillis, MSN, MA, RN, Program Director and Bea Phillips, MSN, RN were in attendance.

Ms. Douglas left the meeting.

At 2:58 p.m., Ms. Lane moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of New Horizons Regional Education Center Practical Nursing Education Program in Hampton. Additionally, she moved that Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 3:04 p.m.

Ms. Lane moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Continue the program on conditional approval and provide the following to the Board within 30 days:

1. Contracts for an OB experience for the students enrolled in this PN program;
2. An accurate accounting of the number of clinical hours provided in each course;
3. An accurate statement regarding the number of clinical hours allotted to each student;
4. Respond to all of the recommendations for improvement;
5. Complete a faculty summary form and a current clinical agency form; and

Additionally:

6. Until all of the requirements are met and the recommendations acted upon by this program, stop admissions to this practical nursing education program;
7. Submit an NCLEX-PN plan of correction no later than August 15, 2010;
8. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and
9. The Board will review these documents and the 2010 NCLEX-PN pass rate at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval as stated in **18VAC90-20-151.B**.

Virginia School of Nursing and Medical Institute

NCLEX Survey Visit (May 18, 2010)

Repeat Initial Survey Visit (May 25-26, 2010)

Representatives from Virginia School of Nursing and Medical Institute were not in attendance.

NCLEX Survey Visit

Virginia School of Nursing and Medical Institute – Practical Nursing Education Program, Springfield

The following requirements are **not met** by this nursing education program:

1. The number of clinical hours for this pre-licensure practical nursing education program is 240 hours and does not meet the required number of 400 hours [**18VAC90-20-120E.A**];
2. There are no clinical experiences for Maternity and Pediatrics [**18VAC90-20-120.B.1**];
3. There are no nursing journals or a library data base available for student learning [**18VAC90-20-130.D**];
4. Professional competency activities were missing on nine (9) faculty members [**18VAC90-20-90.A.3**];
5. This program has never had a passage rate for first-time test takers on the NCLEX that is 80% or above in the four years of the program's existence [**18VAC90-20-151.B**];
6. The Program Director's position description does not provide evidence that the Director has authority to oversee the admission, academic progression and graduation of students and recommend and administer the program budget, etc. [**18VAC90-20-70.C.2,4**]; and
7. There is no current license (Business, Professional and Occupational License) with the Dept. of Taxation to operate [**18VAC90-20-90.A.1**].

Action: Recommend:

1. Withdraw program approval based on numerous violations of the regulations not being met as stated above;

2. Stop graduating any more students from this program due to the clinical violations found [**18VAC90-20-120.B.1**] and [**18VAC90-20-120.E.**];
3. Stop the admission of students due to the lack of clinical hours and the lack of clinical experiences in OB and pediatrics, [**18VAC90-20-120.E**];
4. This program must Provide to the Board the names of any persons who graduated after the contract with Virginia Hospital Center ended in December 2009;
5. Provide to the Board all transcripts that were completed and sent to any Board of Nursing since December 2009; and
6. Provide to the Board a copy of a valid business license.

Repeat Initial Survey Visit

Virginia School of Nursing and Medical Institute – Practical Nursing Education Program, Springfield

The following regulations are **not** met:

1. **18VAC90-20-120.E.** - 400 hours of direct client care could not be verified;
2. **18VAC90-20-70.C.2 and 4.** – The position description for the program director does not indicate he has the authority to oversee the admission, academic progression, and graduation of students and recommend and administer the budget;
3. **18VAC90-20-70.D** – The clinical agencies and the Advisory Committee are not represented on the organizational chart;
4. **18VAC90-20-90.A.3.** – Professional competencies were not provided for 6 nursing faculty;
5. **18VAC90-20-90.B.1.** – 12 nursing faculty and 3 non-nursing faculty for 227 current students enrolled in the day, evening and weekend programs, plus 32 students who completed but still require a clinical rotation in Maternity and Pediatrics; the current M/SII class has approximately 42 students who will need to attend clinical rotations;
6. **18VAC90-20-90.C.3,5,6.** – The faculty verified that they do not participate in the admission and progression of students. Student evaluations of courses and instructors are completed at the conclusion of some courses. The faculty does participate in monthly faculty meetings, but use of the Systematic Plan of Evaluation for total program review is not evident;
7. **18VAC90-20-110.A.3.** – Advisory Committee meeting minutes were not available for review;
8. **18VAC90-20-110.B.2 and 3.** – Of 89 student records reviewed, 46 did not contain an official high school transcript or high school equivalence, and 10 did not contain current record of achievement; the records are kept in a file cabinet in the secretary's office or in boxes in storage;
9. **18VAC90-20-110.C.12 and 14.** – Faculty and staff roster is not included in the student handbook or available to the public and the NCLEX-PN pass rate was not available for review;

10. **18VAC90-20-120.B.1.** – There are no clinical experiences for Maternity and Pediatrics;
11. **18VAC90-20-120.5c and 8d.** – An objective for the prevention of abuse, neglect and abandonment (with the exception of elder abuse) was not available and an objective for the prevention and appropriate response to situations of bioterrorism and domestic violence was not available;
12. **18VAC90-20-130.A.** – Completed evaluations of resources, facilities and services by students, faculty administration and graduates were not available;
13. **18VAC90-20-130.C.** – There are not sufficient clinical agencies to meet the needs of the students, the objectives of the program, and 400 direct patient care hours across the life cycle;
14. **18VAC90-20-130.D.** – There is not sufficient current learning resources in the library (nursing journals, textbooks, videos, nursing database) accessible to the students and faculty and to meet their needs;
15. **18VAC90-20-130.F.** – Observational objectives were not available for review;
16. **18VAC90-20-80.3.** – The faculty meeting minutes do not reflect use of the systematic plan of evaluation for total program review; and
18VAC90-20-151.B. – This program has not had an NCLEX-PN pass rate of 80% or above in 4 years.

Action: Recommend:

1. Deny program approval [**18VAC90-20-60.C.**] based on the numerous violations of the regulations as stated above;
2. The admission of students is prohibited; and
3. The program will close effective as of September 1, 2010.

NCLEX Survey Visit

Southwest Virginia Community College – Practical Nursing Education Program, Richlands

Action: Recommend:

Continue the program on conditional approval and provide the following to the Board within 30 days:

1. A revised position description for the faculty that includes all the requirements of the regulation regarding faculty functions; [**18VAC90-20-90.C.2**];
2. Documentation of where the NCLEX pass rate is posted for students, prospective students, and the public to review; [**18VAC90-20-110.C.14**];
3. An evaluation tool developed to evaluate the full-time and part-time theory and clinical faculty. Include a policy that ensures that all faculty, theory and clinical, are evaluated. [**18VAC90-20-70.C.3**];
4. Documentation that when students study in the classroom there is clinical correlation at that time; [**18VAC90-20-120.B.1**];

5. A 1-page curriculum plan that clearly shows the online courses as well as the traditionally taught courses. Include syllabi for all courses taught, both online and classroom. This plan must provide the number of theory hours, skills lab hours, clinical lab hours, and simulation hours if simulation is used in lieu of clinical hours; "Shadowing" cannot be counted as clinical hours; [18VAC90-20-140.A.3]; and
6. Written documentation that all students have clinical experiences across the life cycle; [18VAC90-20-120.B.1].

Additionally,

7. Submit an NCLEX plan of correction no later than August 15 2010,
8. Submit a progress report regarding the effectiveness of the plan of correction no later than December 1, 2010; and
9. The Board will review these documents and the 2010 NCLEX-PN pass rate at its January 2011 meeting in order to make a determination regarding program approval or the withdrawal of approval pursuant to **18VAC90-20-151.B.**

NCLEX Survey Visit

Ultimate Health School – Practical Nursing Education Program, Falls Church

Action: Recommend:

A continuance and reschedule the conference to be held at the September 2, 2010 Education Informal Conference Committee meeting.

Continued Approval Survey Visit

Old Dominion University – Baccalaureate Degree Nursing Education Program, Norfolk

Action: Grant continued approval of this pre-licensure BSN program with the next scheduled Board visit in 2018.

Continued Approval Survey Visit

Smyth County School of Practical Nursing Education Program, Marion

Action: Recommend:

1. Continued program approval with the next survey visit scheduled for 2018;
2. Provide to the Board additional mental health clinical site contracts when available;
3. Provide to the Board within thirty (60) days an updated faculty summary including instructional responsibilities; and
4. Revise course syllabi to be consistent for all courses. Include all objectives (course and unit), readings, activities, and timeframe in the format.

Application to Establish a Nurse Aide Education Program

Total Action Against Poverty/This Valley Works, Roanoke

Action: Recommend approval of the application to establish a nurse aide education program at Total Action Against Poverty/This Valley Works.

On-Site Review Reports – Programs Meeting All Regulations

Action: Recommend continued approval of the following nurse aide education programs:

- Alete Home Health Services, LLC, Lynchburg
- Blacksburg High School, Blacksburg
- Birmingham Green, Manassas
- Campbell County Technical Center
- Chesapeake Public Schools Adult Education Department, Chesapeake
- Health Services and Education: Adult program, Newport News
- Gee's Career Training Institute, Woodbridge
- Germanna Community College, Locust Grove
- Mont Vue Nursing Home, Luray
- Nelson County High School, Roanoke
- New Horizons Regional Education Center, Hampton
- Old Dominion Job Corps Center, Monroe
- Powhatan High School, Powhatan
- Rowanty Technical Center
- STOP Organization, Suffolk
- T.C. Williams High School, Alexandria
- T.H. Badger Career and Technical Education Center, Onley
- Westminster Canterbury, Richmond
- Virginia Health Services, Gloucester, Kilmarnock, Newport News, and Yorktown

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

CTS Professional Healthcare, LLC, Springfield

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Ensure development of an individual record of major skills taught and the date of performance by the student. At the completion of the nurse aide education program, the nurse aide must receive a copy of this record and a certificate of completion from the program **[18VAC90-25-50.A.1.]**.

The following suggestions for improving the program:

1. Provide students with a calendar that identifies specific dates and times of class (with topics to be covered on that date) and clinical; and
2. Incorporate timed skills testing in the skills lab portion of the curriculum.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Floyd County High School, Floyd

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Provide documentation that each student applying to or enrolled in such a program has been given a copy of applicable Virginia law regarding criminal history records check for employment in certain health care facilities, and a list of barrier crimes which pose a barrier to such employment **[18VAC90-20-25-20.B.3]**.

The following suggestions for improving the program:

1. Upon completion of the program allow students to document that they have received a copy of the skills record by signing an acknowledgement sheet;
2. Incorporate language into the curriculum modeling the curricular content as set forth by the Virginia Board of Nursing regulations;
3. Develop a method for informing students of objectives prior to each unit. This is currently completed verbally. Provide documentation to support that objectives are reviewed with students;
4. Parents/guardians should acknowledge that they have been informed relating to the Criminal History Record Checks regulation governing certain health care providers by signing an acknowledgement form. A copy of applicable Virginia law regarding criminal history record checks for employment is to be given to each student and should include parental acknowledgement as well as student acknowledgement; and
5. Assess the impact of curriculum changes upon N.N.A.A.P. scores after complete transition to Nurse Aide I and Nurse Aide II program components.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Grayson County Career and Technical Education Center, Independence

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Ensure development of an individual record of major skills taught and the date of performance by the student. At the completion of the nurse aide education program, the nurse aide must receive a copy of this record and a certificate of completion from the program **[18VAC90-25-50.A.1.]**.

The following suggestions for improving the program:

1. Upon completion of the program allow students to document that they have received a copy of the skills record by signing an acknowledgement sheet;
2. Parents/guardians should acknowledge that they have been informed relating to the Criminal History Record Checks regulation governing certain health care providers by signing an acknowledgement form;
3. Include as a part of the admission process that the goal of the program is to take the exam to become certified as a nursing assistant; and
4. Encourage students to take the NNAAP exam upon completion of the program.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Pulaski High School, Dublin

Action: Recommend:

Recommend conditional approval with thirty (30) days to meet the following requirement:

Ensure development of an individual record of major skills taught and the date of performance by the student. At the completion of the nurse aide education program, the nurse aide must receive a copy of this record and certificate of completion from the program [18VAC90-25-50.A.1.].

The following suggestions for improving the program:

1. Upon receiving a copy of the skills record allow students to document that they have received a copy of the skills record by signing an acknowledgement sheet; and
2. Consider hiring a part-time nurse to assist with clinical tasks which will allow the instructor to increase enrollment. This is a speculative element of a strategic plan which is already being considered by administrative personnel.

Meeting adjourned at 3:45 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

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Nursing Education Consultant